

## Chapter VE 2

### EXAMINATIONS

VE 2.01 Administration.  
VE 2.02 Competency tested.  
VE 2.03 Passing scores.

VE 2.04 Examination review.  
VE 2.05 Claim of examination error.

**Note:** Chapter VE 2 as it existed on September 30, 1989 was repealed and a new chapter VE 2 was created effective October 1, 1989.

**VE 2.01 Administration. (1)** The board or its designee shall administer the examinations required of applicants for licensure as a veterinarian by s. VE 3.02 and of applicants for certification as a veterinary technician by s. VE 8.02 at least once each year.

**(1m)** Prior to November 1, 2000, the board shall accept as its licensure examinations the national board examination and the clinical competency test. On and after November 1, 2000, the board shall accept as its licensure examination the north American veterinary licensing examination.

**(2)** To be qualified to sit for the north American veterinary licensing examination, an applicant must either have graduated from or be a last year student who is scheduled to graduate in not more than 8 months at a school of veterinary medicine approved by the board or a foreign school of veterinary medicine listed by the AVMA. To be qualified to sit for the examination on state laws and rules, an applicant must meet the requirements of s. VE 3.03.

**(3)** The department shall mail an admission card to the applicant at the address on file with the board. The applicant shall present the card at the door of the examination room with the identification specified on the admission card.

**(4)** The board or its designee shall provide rules of conduct at the beginning of the examination. Time limits may be placed on each portion of the examination.

**(5)** The board may deny release of grades or issuance of a license or certificate if the board determines that the applicant violated rules of conduct or otherwise acted dishonestly.

**Note:** Qualified applicants with disabilities shall be provided with reasonable accommodations.

**History:** Cr. Register, September, 1989, No. 405, eff. 10-1-89; am. (1) and (2), Register, September, 1990, No. 417, eff. 10-1-90; am. (1) and (2), Register, December, 1998, No. 516, eff. 1-1-99; am. (2), Register, March, 2000, No. 531, eff. 4-1-00; cr. (1m), Register, May, 2001, No. 545, eff. 6-1-01; CR 04-018: am. (2) Register January 2005 No. 589, eff. 2-1-05.

**VE 2.02 Competency tested. (1)** Examinations administered under this chapter test entry level competency and seek to determine that an applicant's knowledge of animals and their treatment is sufficient to protect public health and safety.

**(2)** The board shall furnish to individuals, upon request, general information describing the competencies upon which the examination is based.

**History:** Cr. Register, September, 1989, No. 405, eff. 10-1-89.

**VE 2.03 Passing scores. (1)** Passing scores for veterinary applicants for the national board examination and the clinical competency test, and for the north American veterinary licensing examination, shall be based on the board's determination of the level of examination performance required for minimum acceptable competence in the profession. The board shall make the determination after consultation with subject matter experts who have reviewed a representative sample of the examination questions and available candidate performance statistics, and shall set the passing score for the examination at that point that represents minimum acceptable competence in the profession. The board may accept the recommendation of the national examination provider.

**(2)** The passing score for veterinary technician applicants on the written national examination shall be based on the board's determination of the level of examination performance required for minimum acceptable competence in the profession. The board shall make the determination after consultation with subject matter experts who have reviewed a representative sample of the examination questions and available candidate performance statistics, and shall set the passing score for the examination at that point that represents minimum acceptable competence in the profession. The board may accept the recommendation of the national examination provider.

**(3)** The passing score for an examination on state laws and rules related to the practice of veterinary medicine or veterinary technology shall be based on the board's determination of the level of examination performance required for minimum acceptable competence in the profession. The board shall make the determination after consultation with subject matter experts who have reviewed a representative sample of the examination questions and available candidate performance statistics, and shall set the passing score for the examination at that point that represents minimum acceptable competence in the profession.

**History:** Cr. Register, September, 1989, No. 405, eff. 10-1-89; am. Register, December, 1998, No. 516, eff. 1-1-99; am. (1), Register, May, 2001, No. 545, eff. 6-1-01.

**VE 2.04 Examination review. (1)** An applicant who fails the examination on state laws and rules may request a review of that examination by filing a written request with the board within 30 days of the date on which examination results were mailed.

**(2)** Examination reviews are by appointment only.

**(3)** The time for review shall be limited to one hour.

**(4)** The applicant may not be accompanied during the review by any person other than the proctor.

**(5)** The applicant shall be provided with a copy of the questions, a copy of the applicant's answer sheet and a copy of the master answer sheet.

**(6)** The applicant may review the examination in the presence of a proctor. The applicant shall be provided with a form on which to write comments, questions or claims of error regarding any items in the examination. Bound reference books shall be permitted. Applicants shall not remove any notes from the area. Notes shall be retained by the proctor and made available to the applicant for use at a hearing, if desired. The proctor shall not defend the examination nor attempt to refute claims of error during the review.

**(7)** An applicant may not review the examination more than once.

**History:** Cr. Register, September, 1989, No. 405, eff. 10-1-89; am. (1) and (3), Register, December, 1998, No. 516, eff. 1-1-99.

**VE 2.05 Claim of examination error. (1)** An applicant wishing to claim examination error shall file a written request for board review in the board office within 30 days of the date the examination was reviewed. The request shall include all of the following:

(a) The applicant's name and address.

(b) The type of license for which the applicant applied.

**VE 2.05**

**WISCONSIN ADMINISTRATIVE CODE**

4

(c) A description of the mistakes the applicant believes were made in the examination content, procedures, or scoring, including the specific questions or procedures claimed to be in error.

(d) The facts which the applicant intends to prove, including reference text citations or other supporting evidence for the applicant's claim.

**(2)** The board shall review the claim, make a determination of

the validity of the objections and notify the applicant in writing of the board's decision and any resulting grade changes.

**(3)** If the board confirms the failing status following its review, the application shall be deemed incomplete, and the applicant may be reexamined under s. VE 2.01.

**History:** Cr. Register, September, 1989, No. 405, eff. 10-1-89; am. (1) (intro.), (a), (b), (c) and (3), Register, December, 1998, No. 516, eff. 1-1-99.